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The Potter Township Supervisors held their Regular Business Meeting on Wednesday, July 8, 2015 at the Potter Township Municipal Building. Ms. Rebecca Matsco called the meeting to order at 6:07pm and led the Salute to the Flag.

In attendance were:

Supervisors: Rebecca Matsco, Earl Shamp and Al Cwynar

Solicitor: Michael Jones Engineer: Dan Sell

Secretaries: Christie Floyd-Gabel and Linda McCoy

Visitors: Carl Farrow, Sr., John Fratangeli, Kevin Kisow, Linda Lerch, Tim Wetzel and Bill Winkle

Ms. Matsco met with Dan Sell at Widmer Engineering on June 2 to discuss the meeting concerning a sewage plan meeting with the PA DEP.

On June 9, Ms. Matsco and Mr. Sell met with PA DEP to discuss a sewage plan for Potter Twp.

MOTION: AI Cwynar SECOND: Earl Shamp MOTION CARRIED TO APPROVE THE MINUTES OF THE REGULAR BUSINESS MEETING HELD ON MAY 13, 2015.

MOTION: Earl Shamp SECOND: AI Cwynar MOTION CARRIED

TO APPROVE THE MINUTES OF THE PUBLIC HEARING HELD ON MAY 20, 2015.

CITIZENS:

John Fratangeli approached the Board asking for tax forgiveness on three parcels from the County repository of unsold properties. The parcels are owned by Bud Frey, Ralph and Joan Unis and Raymond Hall. Real Estate Taxes have not been paid on these properties for at least 20 years. He and Mark Bufalini want to purchase them. The Supervisors and Mr. Fratangeli agreed that a sum of \$750/parcel will be made to the Township of Potter for the approval of purchasing these parcels. Mr. Jones amended the agreement that Mr. Fratangeli presented to the Board.

MOTION: AI Cwynar SECOND: Earl Shamp MOTION CARRIED TO APPROVE ON CONDITION OF MR. JONES' REVIEW THAT \$750/PARCEL BE PAID BY MR. BUFALINI AND MR. FRATANGELI FOR THE PURCHASE OF THE THREE STIPULATED PARCELS FROM THE COUNTY REPOSITORY OF UNSOLD PROPERTIES.

OLD BUSINESS:

The Supervisors met with Michael Peter from General Code to discuss the benefits of using General Code for updating our Ordinances. After a meeting with him it was decided that the Township would be best served by using General Code for updating our Ordinances.

MOTION: Earl Shamp

SECOND: AI Cwynar

MOTION CARRIED

MOTION TO APPROVE THE BID FROM GENERAL CODE FOR \$6,450 TO ADD ORDINANCES 100 THROUGH 134

TO OUR GENERAL CODE AND PAY AN ANNUAL MAINTENANCE FEE OF \$1,195.

A short discussion was held about the agreement between KU Resources and the Township concerning grant writing for the Tank Farm and adjoining properties for proposed recreational development. Mr. Jones is to review the contract before it is signed.

MOTION: AI Cwynar SECOND: Earl Shamp MOTION CARRIED TO APPROVE ON CONDITION OF MR. JONES' REVIEW, THE SERVICES CONTRACT BETWEEN KU RESOURCES AND POTTER TOWNSHIP FOR THE GRANT WRITING FOR THE DEVELOPMENT OF A RECREATIONAL FACILITY ON THE TANK FARM NOT TO EXCEED \$10,000.

NEW BUSINESS:

MOTION: Earl Shamp SECOND: AI Cwynar MOTION CARRIED MOTION TO APPROVE MS. FLOYD-GABEL AND MS. MCCOY TO ATTEND A PSATS TRAINING SESSION ON THE RIGHT-TO-KNOW ACT IN WASHINGTON COUNTY ON WEDNESDAY, JUNE 24 FROM NOON UNTIL 4:30.

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SOLICITOR:

MOTION: AI Cwynar SECOND: Earl Shamp MOTION CARRIED TO CONTINUE THE PUBLIC HEARING FOR THE ORDINANCE CONCERNING THE POTTER/CENTER TOWNSHIP LINE UNTIL NEXT MONTH.

Mr. Jones reported the Center Twp. Board of Supervisors is requesting a meeting with the Potter Twp. Board to discuss the township line. It was agreed upon by the Board that Mr. Cwynar will meet with them to discuss this. Mr. Jones will schedule the meeting.

Mr. Jones reminded the Supervisors the Floodplain Ordinance needs to be enacted by our August 12th meeting. He presented a draft of the Ordinance to them last month. It is the one Linda Rhodes recommended for our area. Mr. Jones recommended the Zoning Officer be the administrator of the Ordinance and have the Zoning Board decide on any variances. Mr. Jones will contact Ms. Rhodes to discuss our final draft of the

MOTION: Earl Shamp SECOND: AI Cwynar TO APPROVE THE ADVERTISING OF THE FLOODPLAIN ORDINANCE.

MOTION CARRIED

ENGINEER:

Ordinance.

Mr. Sell presented the revised zoning maps to the Township.

Mr. Sell presented minutes to the meeting between Ms. Matsco, Mr. Sell and the PA DEP on the discussion of the Act 537 Potter Plan

He has reviewed the PA DEP Sewage Planning Module for the Shell Appalachia LLC. It is ready for the Supervisors' approval. The Supervisors have questions concerning some of the wording of the Plan. Ms. Matsco wanted to know the meanings of the tables that Shell submitted to the Supervisors. The Board is questioning when is capacity available? What does the term "peak construction" mean? Is this after the construction of the sewage and water lines or the Shell petrochemical plant? Mr. Jones told the Board there is a start date in the agreement. The Supervisors would like a copy of the Developer's Agreement between the Center Twp. Sewage Authority and Shell. Mr. Jones will request a copy through the Right-to-Know law.

The Board is arranging a meeting with Shell Representatives on June 24 at 6pm to discuss development at the site.

POLICE DEPARTMENT:

Ms. Matsco and Chief Kramer are arranging a meeting with the residents of 165 Mowry Road to discuss some complaints the Township has received.

FIRE DEPARTMENT:

The Fire Department is at the Raccoon Twp. Firemen's Fair this week. They are operating games there. We encourage our residents to attend this event and support our Fire Department.

INTERN REPORT:

Kevin Kisow gave an update on his internship project. He has created maps showing the proposed property purchase by Shell Appalachia, LLC and a map showing the hiking and biking trails throughout the Township. He is working with our Game Commissioner Matt Kramer at the Tank Farm to post the area for unauthorized motorized vehicles and to document any incidents that occur while he is there. Signs have been posted – no motorized vehicles.

Ms. Matsco suggested that we contact the Ohio River Trails Council about setting up a booth at the Gear & Cheer event on July 19th to promote the Tank Farm in Beaver County. She also suggested we contact the PA Fish & Boat Commission to promote the Tank Farm.

ROAD DEPARTMENT:

Justin Cwynar told the Supervisors about some equipment that could be purchased by GHRIP. Ms. Matsco also stated that Kevin Kisow will need rakes, shovels and other tools to clean the trails on the Tank Farm. He could even cut the

grass there for us.

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Ms. Floyd –Gabel is to contact the Beaver Co. Planning Commission to get the GIS program for the township computer.

REAL ESTATE TAX COLLECTOR:

Christie Floyd-Gabel submitted the May Real Estate Tax Report to the Supervisors.

CITIZENS:

Ms. Floyd-Gabel reported that our Eagle Scout project for the Trillium Way Trail fence has been started by Sergio Garcia. He may need more stain.

A discussion was held with Linda Lerch concerning the summer day camp and movie-in-the-park events scheduled for July. It was decided that the summer day camp would be moved to the week of July 13 through 17 and the movie be shown on July 17. Linda McCoy is to head the committee to plan the events for the kids.

The Recreation Board received 2/3rds of their allocation so far this year. The last payment will be made later.

Comments were made about the members on the Recreation Board. Changes were made in January due to resignations and expirations of terms. Ms. Matsco stated the Recreation Board needs to communicate to the Supervisors better and more often. We need minutes of their meetings and notification of when they are meeting. Ms. Matsco will contact the replaced members.

TREASURER'S REPORT:

MOTION: Earl Shamp

SECOND: AI Cwynar

MOTION CARRIED
TO APPROVE THE TREASURER'S REPORT AND PAY THE BILLS FOR THE MONTH OF JUNE. THE BALANCE IN
THE GENERAL FUND BEING \$458,803.92, THE STATE LIQUID FUELS FUND BEING \$20,229.42, THE CAPITAL
FUND BEING \$104,990.97 AND ESCROW MONIES BEING \$64,277.77. BILLS FOR THE MONTH OF JUNE
TOTALED \$32,114.82.

MOTION: Earl Shamp SECOND: AI Cwynar MOTION CARRIED MOTION TO TRANSFER \$50,000 FROM THE GENERAL FUND TO THE CAPITAL FUND.

MOTION: AI Cwynar SECOND: Earl Shamp MOTION CARRIED MOTION TO TRANSFER \$60,000 FROM THE GENERAL FUND TO THE WAGE TAX FUND.

ANNOUNCEMENTS:

Raccoon Twp. Firemen's Fair is this week through Saturday.

Township Office hours will be changed on June 24 to 10 – noon. Christie Floyd-Gabel and Linda McCoy will be attending a Right-to-Know class that day. The Township Office hours will be 10 until noon that day.

The Township Office will be closed Friday, July 3rd in observation of Independence Day.

The next Business Meeting is scheduled for Wednesday, July 8 at 6:00pm.

MOTION: Earl Shamp SECOND: AI Cwynar MOTION CARRIED THERE BEING NO FURTHER BUSINESS THE MEETING ADJOURNED AT 7:25pm.

Respectfully Submitted,

Christie Floyd-Gabel, Secretary